

<b>Pine Hill Public Schools Curriculum</b>			
Content Area:		<b>Electives</b>	
Course Title/ Grade Level:		Technology in Action: Access	
Unit 1:	<b>Database Basics</b>	Duration:	<b>8 Weeks</b>
Unit 2:	<b>Database Application</b>	Duration::	<b>8 Weeks</b>
BOE Approval Date:		August 26, 2014	

**Pine Hill Public Schools  
Curriculum**

<b>Unit Title:</b> Database Basics		<b>Unit #: One</b>
<b>Course or Grade Level:</b> Technology in Action: Access		<b>Length of Time:</b> 8 Weeks
<b>Pacing</b>	Weeks 1-8	
<b>Essential Questions</b>	<ul style="list-style-type: none"> <li>• What is Access?</li> <li>• What is a database?</li> <li>• How is an Access database organized?</li> <li>• How can we use database software on a daily basis?</li> <li>• When would you use a database to organize information?</li> <li>• Why is it beneficial to use a database to organize and report information?</li> </ul>	
<b>Content</b>	<ul style="list-style-type: none"> <li>• Key terms of a database</li> <li>• How to distinguish between table, query, forms, and reports</li> <li>• How to create and design a table</li> <li>• How to create and design a query</li> </ul>	
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Define key database terms</li> <li>• Create and design a table</li> <li>• Create and design a query</li> </ul>	
<b>Assessments</b>	<ul style="list-style-type: none"> <li>• Benchmark Assessment</li> <li>• Quizzes</li> <li>• Tests</li> <li>• Student and teacher created rubrics</li> <li>• Student Portfolio of Products</li> <li>• Alternative assessments (i.e. performance based, inquiry project)</li> </ul>	
<b>Interventions / differentiated instruction</b>	<ul style="list-style-type: none"> <li>• Extended time for completion of assignments or tests</li> <li>• Grouping</li> <li>• Shortened assignments</li> <li>• Assignment notebooks</li> <li>• Supplemental aids (vocabulary, summary cards, modern translation of original work, etc.)</li> <li>• Visual demonstrations</li> <li>• Presentation of material in small steps</li> <li>• Visual or multisensory materials</li> <li>• Functional level materials</li> <li>• Mnemonic aids/devices</li> <li>• Credit for class participation, effort and attendance</li> <li>• Modified tests</li> <li>• Tutoring assistance (peer, pal, teacher, etc.)</li> <li>• Emphasis on successes</li> <li>• Graphic Organizers</li> <li>• CITW strategies</li> <li>• Peer editing, think/pair/share, small group</li> <li>• Include strategies aimed at assisting English Language Learners</li> </ul>	

<b>Inter-disciplinary Connections</b>	<ul style="list-style-type: none"> <li>• Technology</li> <li>• Mathematics</li> <li>• Language Arts</li> </ul>
<b>Lesson resources / Activities</b>	<ul style="list-style-type: none"> <li>• <u>Learning Microsoft Office 2010 Deluxe Edition</u></li> <li>• Teacher created assignments</li> <li>• Teacher website</li> </ul>

**Common Core Standards**

<p><b>Content Statement:</b></p> <p>The use of technology and digital tools requires knowledge and appropriate use of operations and related applications.</p> <p>Information accessed through the use of digital tools assists in generating solutions and making decisions.</p> <p>The ability to recognize a problem and apply critical thinking and problem-solving skills to solve the problem is a lifelong skill that develops over time.</p> <p>Gathering and evaluating knowledge and information from a variety of sources, including global perspectives, fosters creativity and innovative thinking.</p> <p>Leadership abilities develop over time through participation in groups and/or teams that are engaged in challenging or competitive activities.</p>	<p><b>Standard(s):</b></p> <p><b>8.1 Technology</b>  <b>(Strand A Technology Operations and Concepts)</b>  8.1.12.A.1 Construct a spreadsheet, enter data, and use mathematical or logical functions to manipulate data, generate charts and graphs, and interpret the results.</p> <p><b>(Strand F Critical Thinking, Problem Solving, and Decision-Making)</b>  8.1.12.F.1 Select and use specialized databases for advanced research to solve real-world problems.</p> <p><b>9.1 21<sup>st</sup> Century Life Skills: All Students Will Demonstrate Creative, Critical Thinking, Collaboration and Problem Solving Skills to Function Successfully as Global Citizens and Workers in Diverse Ethnic and Organizational Cultures</b>  <b>(Strand A. Critical Thinking &amp; Problem Solving)</b>  9.1.12.A.1 Apply critical thinking and problem-solving strategies during structured learning experiences.</p> <p><b>(Strand B. Creativity and Innovation)</b>  9.1.12.B.1 Present resources and data in a format that effectively communicates the meaning of the data and its implications for solving problems, using multiple perspectives.  9.1.12.B.2 Create and respond to a feedback loop when problem solving.</p> <p><b>(Strand C. Collaboration, Teamwork, and Leadership)</b>  9.1.12.C.5 Assume a leadership position by guiding the thinking of peers in a direction that leads to successful completion of a challenging task or project.</p>
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**21<sup>st</sup> Century Themes**

X	Global Awareness	X	Financial, Economic, Business, and		Civic Literacy		Health Literacy
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			Entrepreneurial Literacy				
<b><u>21<sup>st</sup> Century Skills</u></b>							
X	Creativity and Innovation	X	Critical Thinking and Problem Solving	X	Communication and Collaboration	X	Information Literacy
X	Media Literacy	X	ICT Literacy	X	Life and Career Skills		

**Pine Hill Public Schools  
Curriculum**

<b>Unit Title:</b> Database Application		<b>Unit #: Two</b>
<b>Course or Grade Level:</b> Technology in Action: Access		<b>Length of Time:</b> 8 Weeks
<b>Pacing</b>	Weeks 8-16	
<b>Essential Questions</b>	<ul style="list-style-type: none"> <li>• How can one effectively use the tools available in a database to manage information?</li> <li>• How can one effectively use the tools available in a database to generate reports?</li> </ul>	
<b>Content</b>	<ul style="list-style-type: none"> <li>• How to create and design a query</li> <li>• How to create and design a report</li> <li>• Purpose of using filters/sorting</li> <li>• Information can be exported and integrated into any of the other Microsoft programs</li> </ul>	
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Create and design a report</li> <li>• Create a report from a query</li> <li>• Apply filters and sort items with a table</li> </ul>	
<b>Assessments</b>	<ul style="list-style-type: none"> <li>• Benchmark Assessment</li> <li>• Quizzes</li> <li>• Tests</li> <li>• Student and teacher created rubrics</li> <li>• Student Portfolio of Products</li> <li>• Alternative assessments (i.e. performance based, inquiry project)</li> </ul>	
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